

## **PUBLIC NOTICE**

**City of Lockhart  
Impact Fee Advisory Committee  
Wednesday, November 18, 2020  
Immediately following 7:00 PM Planning and Zoning Commission meeting  
Municipal Building — Glosserman Room  
308 W. San Antonio St.**

### **COMMISSION MEMBER AUDIO CONFERENCE PARTICIPATION**

*One or more members of the Lockhart Impact Fee Advisory Committee may participate in the meeting remotely. The member of the Committee presiding over the meeting will be physically present at the above public location. Audio conference equipment providing two-way audio communication with each member participating remotely will be made available, and each portion of the meeting held by audio conference that is required to be open to the public can be heard by the public at the location specified.*

### **CITIZEN AUDIO CONFERENCE PARTICIPATION**

- *Call-in number: 1-408-418-9388. Attendee Access Code: 626-304-323#.*
- *Citizens wishing to listen or participate must call in prior to the start of the meeting, and should identify themselves. Attendees may call in to listen only, if desired.*
- *Those wishing to speak will be called upon to address the Committee.*

## **AGENDA**

1. Call meeting to order.
2. Consider the Minutes of the April 22, 2020, meeting.
3. Consider semi-annual report to City Council concerning the status of implementation of Chapter 31 "Impact Fees" of the Code of Ordinances, and advise of the need to update the ordinance, land use assumptions, capital improvements plans, or impact fees.
4. Adjourn.

**Posted on the bulletin board in the Municipal Building, 308 W. San Antonio St., Lockhart, Texas, at 10:00 AM on the 9<sup>th</sup> day of November, 2020.**

**City of Lockhart  
Impact Fee Advisory Committee  
Wednesday, April 22, 2020**

**MINUTES**

COMMITTEE MEMBERS PRESENT: Philip Ruiz, Manuel Oliva, Phil McBride, Chris St. Leger (via phone), Brad Lingvai (via phone), Larry Metzler (via phone)

COMMITTEE MEMBERS ABSENT: Rick Arnic, Paul Rodriguez

STAFF PRESENT: Dan Gibson, Christine Banda, Kevin Waller

VISITORS/CITIZENS ADDRESSING THE COMMITTEE: None

1. Call meeting to order. Member Ruiz called the committee to order at 8:00 p.m.
2. Consider the Minutes of the November 13, 2019 meeting.

*Member Oliva moved to approve the minutes as submitted, and Member McBride seconded. The motion passed by a vote of 6-0.*

3. Consider semi-annual report to City Council concerning the status of implementation of Chapter 31 "Impact Fees" of the Code of Ordinances, and advise of the need to update the ordinance, land use assumptions, capital improvements plans, or impact fees.

Mr. Gibson reviewed the impact fee revenues and trends, expenditures, account balances, and impact fees charged per living unit equivalent (water, wastewater) and per vehicle mile (road). He said no changes are necessary at this time. Following discussion, the Committee agreed.

*Member Oliva moved to have the Chair of the Impact Fee Advisory Committee forward the semi-annual report to City Council with a recommendation that no changes are needed. Member McBride seconded, and the motion passed by a vote of 6-0.*


4. Adjourn.

*Member Oliva moved to adjourn, and Member McBride seconded. The motion passed by a vote of 6-0, and the meeting adjourned at 8:18 p.m.*

Approved: \_\_\_\_\_  
Philip Ruiz, Chair

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Date

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**TO:** Impact Fee Advisory Committee  
**FROM:** Dan Gibson, City Planner   
**SUBJECT:** Semi-annual Impact Fee Staff Report  
**DATE:** November 5, 2020

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**City of Lockhart**  
**MEMO**

**PURPOSE**

State law requires a continuing semi-annual role for the Impact Fee Advisory Committee in monitoring the progress of implementation of the impact fee ordinance, and in advising the City Council on needed revisions. More specifically, State law provides that the Committee:

- 1) Monitor and evaluate implementation of the capital improvements plans;
- 2) File semi-annual reports with respect to the progress of the capital improvements plans and report to City Council any perceived inequities in implementing the plans or imposing the impact fees; and,
- 3) Advise the City Council of the need to update or revise the land use assumptions, capital improvements plans, and impact fees.

The Committee's last meeting was April 22, 2020. This is the 37<sup>th</sup> status report since the impact fee ordinance was originally adopted on January 15, 2002, and is for the period from April 1, 2020, to September 31, 2020. It is the sixth report since the update adopted on April 4, 2017, and is based on the current capital improvement plans and impact fees. The six-month reporting dates align with the fiscal year quarters.

**STATUS OF ACCOUNTS**

As shown in **Exhibit A**, a total of \$345,128 was collected during the period covered by this report. Revenue during the six-month period was for 35 new houses, one manufactured home, a multifamily (senior housing) complex, one office addition, and one new retail commercial building. There were no expenditures of impact fees in any of the accounts for this period. The water, wastewater, and road impact fee account balances for the previous semi-annual report, as well as the current balances as of October 1, 2020, including accrued interest, are shown in the table. Please note that the beginning water impact fee balance is greater than the previous period's ending balance due to an auditor's journal entry for reporting purposes that shifted some of the water account expenses to a different, non-impact fee account.

The total estimated cost of all of the projects in the capital improvement plans in effect during the six-month reporting period was \$58,311,537. However, the City Council adopted one-half that amount as the maximum to be collected by April 1, 2027, which is the end of the ten-year CIP period, so the maximum fees are based on an estimated cost of all three CIP's being \$29,155,769. The total of all impact fees spent on CIP projects so far since the April 4, 2017 update is \$673,073, which does not include payments to impact fee update consultants. That leaves \$28,482,696 to still be spent. The total balance available remaining collectively in the three impact fee accounts that can be used toward meeting that goal, is currently \$2,144,354.

## **PROGRESS AND TRENDS**

The pie charts in **Exhibit B** graphically summarize the progress in collecting the fees needed to pay for one-half of the estimated cost of all projects in each of the impact fee categories. The bar graph in **Exhibit C** illustrates the impact fee collection trends beginning with the first semi-annual report in July 2003. In recent years, the amount of impact fee revenue collected since the September 2012 report trended upward each six-month period until the September 2015 report, which decreased due primarily to a reduced supply of available vacant lots for new home construction. The revenue in the reporting periods since then trended upward again until the March 2017 reporting period, when building activity fell off considerably and remained about the same for two reporting periods due to another lack of vacant lots for new home construction. However, revenue spiked to a record high amount for the October 2018 reporting period, but trended considerably lower since until the current reporting period, which is the second only to October 2018 in terms of the highest amount of total revenue.

Construction trends can typically be cyclical, where periods of accelerated growth help offset slow years. Also, the availability of developable lots changes from one period to the next. It is important to build a healthy balance in all of the accounts because there is interest in development along SH 130 where the City does not currently have adequate infrastructure, but where many of the needed projects are already listed in the impact fee CIP's.

## **RECOMMENDATION**

Typically, the Impact Fee Advisory Committee's action is to direct the Chair to submit the required written report to the City Council. In this case, because the impact fee update was completed and adopted in 2017, there doesn't appear to be anything to add in terms of a recommendation except to state that no changes are necessary. The Council will receive your report at their December 1<sup>st</sup> meeting.

## EXHIBIT A

### **FALL 2020 IMPACT FEE ACCOUNT BALANCES<sup>1</sup>**

	<u>APRIL 1, 2020</u>	+	Revenue <sup>2</sup>	-	Expense	=	<u>OCTOBER 1, 2020</u>
Water <sup>3</sup>	\$365,022		\$129,350		0		\$494,372
Wastewater	\$662,965		\$93,508		0		\$756,473
Roads (Service Area 1)	\$641,093		\$1,439		0		\$642,532
Roads (Service Area 2)	\$130,146		\$120,831		0		\$250,977
<b>TOTAL</b>	<b>\$1,799,226</b>		<b>\$345,128</b>		<b>\$0</b>		<b>\$2,144,354</b>

1. All amounts have been rounded to the nearest dollar.
2. Revenue amounts include accrued interest.
3. The Water Beginning Balance is \$102,711 greater than the Spring 2020 Ending Balance due to an auditor's journal entry for reporting purposes that shifted some expenses during the previous six-month period to a different, non-impact fee, account.

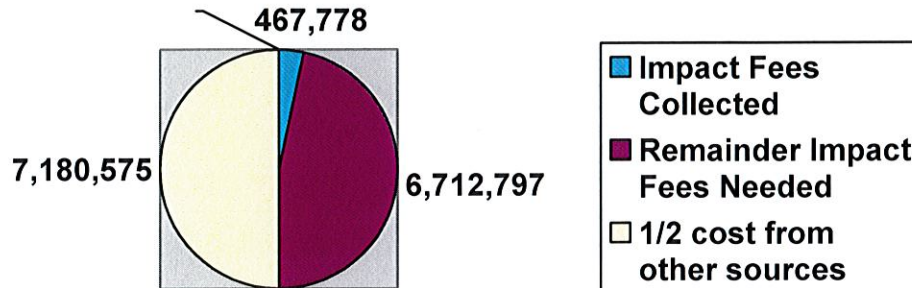
One-half total CIP estimated cost (estimated 100% cost of all projects is \$58,311,537):	\$29,155,769
Total spent on projects since adoption of Ordinance 2017-08 on April 4, 2017:	\$673,073
Remaining amount of 1/2 estimated cost not yet spent:	\$28,482,696
Current balance on October 1, 2020:	\$2,144,354

**NOTE:** The CIP cost information is the total for the capital improvements plans adopted by Ordinance 2017-08 on April 4, 2017, with all amounts rounded to the nearest dollar.

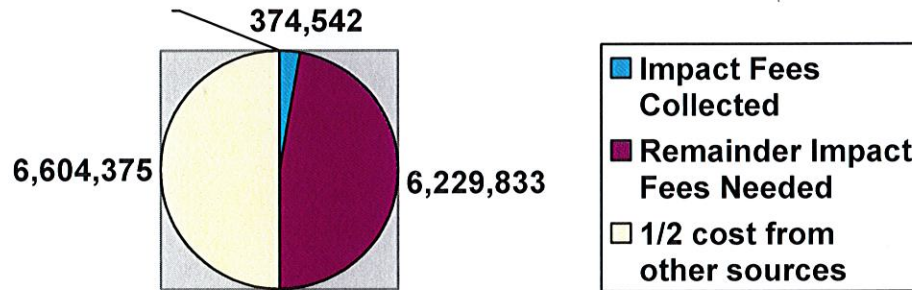
# EXHIBIT B

## FALL 2020 IMPACT FEE PROGRESS SUMMARY

### WATER IMPACT FEES

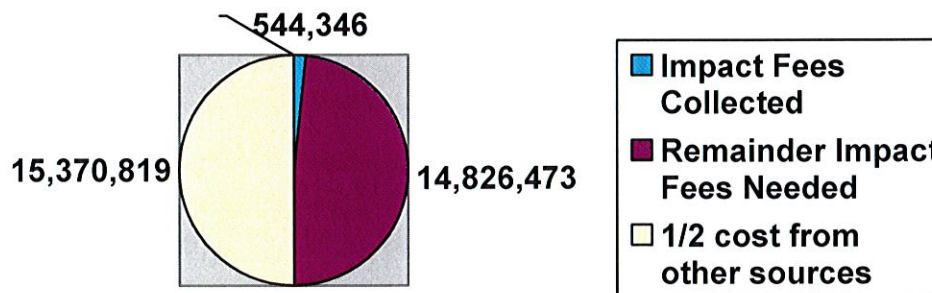


### WASTEWATER IMPACT FEES



### ROAD IMPACT FEES

Service Areas 1 and 2



*Impact Fees Collected* is the total accrued as of April 1, 2019, since the adoption of Ordinance 2017-08 on April 4, 2017.



# EXHIBIT C

## IMPACT FEE SEMI-ANNUAL REVENUE

July 2003 - October 2020

